

4710

CITY OF RIVERSIDE
HUMAN RESOURCES DEPARTMENT
CLASSIFICATION SPECIFICATION

12/19/05

Revised

**TITLE: UTILITIES ELECTRIC FIELD MANAGER
(MANAGER T&D CONSTRUCTION & MAINTENANCE OR POWER GENERATION
MANAGER)**

DEFINITION

Under general direction, to plan, coordinate, supervise and review underground overhead electrical system construction and maintenance, or substation construction, maintenance and operation or generation maintenance and operation; to provide technical staff assistance; and to do related work as required.

DISTINGUISHING CHARACTERISTICS

This position requires a broad base of knowledge and experience in the utility/utility generation industry including construction and maintenance, operation, customer service and supervision. The position also requires the ability to develop business relationships with outside parties including private and public utilities. Requires ability to form effective working relationships with support departments and unions representing trades, crafts, clerical and technical employees.

REPORTS TO: Utilities Assistant Director/Energy Delivery

SUPERVISION RECEIVED AND EXERCISED

Receives direction from the Utilities Assistant Director/Energy Delivery. Works closely with engineers and other utility managers. Exercises supervision over front-line supervisors, trades and crafts, technical and administrative support staff.

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

- Assist in the development and implementation of goals, objectives, policies and priorities.
- Organize, plan, schedule, assign and supervise and coordinate the work of crews and employees in the construction, maintenance, operation and repair of underground or overhead electrical systems or generating facilities.
- Organize, plan, schedule, assign, supervise and coordinate central substation operations or generating plant operations and the installation, construction, testing, maintenance and repair of electrical substation equipment or generation equipment.
- Participate in conferences with engineers, other utilities and City staff regarding projects and project problems or generation projects and plant problems; review project plans and drawings with crew supervisors, making change recommendations based on field or plant observation and operation problems; inspect field projects in progress and upon completion; provide technical advice and assistance on difficult work problems; evaluate work methods and procedures used in field or plant operations, recommending, and coordinating improvements and changes.
- Chair the electric safety program and coordinate the training of apprentices.
- Maintain project and general operating records and prepare reports as required.
- Coordinate the training of staff.

- Assist in budget preparation and administration.
- Provide leadership and select, supervise, train and evaluate subordinates.

QUALIFICATIONS

Knowledge of:

- Approved methods, materials and tools used in electrical underground, overhead, substation construction, or power generation maintenance and repair work.
- Principles of electrical theory as applied to power generation systems or electrical utility systems and their equipment with the ability to apply this knowledge to work problems.
- Occupational hazards and standard safety precautions necessary in the work.
- Applicable regulatory codes affecting electric utility construction including General Orders 95, 128, 165, and the National Electrical Safety Code, or affecting electric utility power generation including regulatory compliance with California Energy Commission and South Coast Air Quality Management District rules, regulations, and associated permits.
- Substation operations and the techniques of dispatching electricity.
- Principles of organization, administration, budget and personnel management.

Ability to:

- Plan, coordinate, supervise, and direct a diverse generation plant or electrical construction, maintenance and repair operation.
- Understand and carry out complex oral and written instructions and to read and interpret engineering plans, blueprints and diagrams.
- Review engineering plans as they relate to field problems and make recommendations.
- Review generation operating problems and make recommendations.
- Communicate clearly and concisely, orally and in writing.
- Select, supervise, train and evaluate subordinates.
- Work overtime as required.

Education and Experience:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Equivalent to the completion of the twelfth grade, preferably supplemented by advanced course work in technical fields and management applicable to either utility construction and maintenance operations or power generation operation and maintenance.

Experience: Five to eight years' of progressive supervisory experience in overhead or underground construction, maintenance and repair or substation construction, maintenance or operation or the operation and maintenance of gas turbine generators. When assigned to Power Generation, fifteen years of relevant plant experience.

MEDICAL CATEGORY: Group 1

NECESSARY SPECIAL REQUIREMENT

Possession of or ability to obtain an appropriate, valid California Class "A" Motor Vehicle Operator's License.

CAREER ADVANCEMENT OPPORTUNITIES

FROM: Utilities Electric Field Manager (Manager T & D Construction and Maintenance or Power Generation Manager)

TO: Utilities Assistant Director/Energy Delivery